



UNITED STATES GENERAL ACCOUNTING OFFICE
WASHINGTON REGIONAL OFFICE
FIFTH FLOOR
803 WEST BROAD STREET
FALLS CHURCH, VIRGINIA 22046

088940



JUN 30 1970

Dear Dr. Ready:

We have made an audit of the payroll and leave records of employees of the Veterans Administration Hospital, Washington, D.C., through the leave year ended January 11, 1969.

Our audit included an evaluation of payroll procedures and administration and the examination and verification of payroll, leave, and personnel records for selected periods. In making our audit we utilized a computer printout of a random sample of Hospital employees furnished us by the Veterans Administration Data Processing Center at Austin, Texas. This arrangement was made through agreement between officials of the General Accounting Office and the Veterans Administration. Also, in establishing the scope of our audit, we considered the review made by internal auditors of the Veterans Administration which covered the period April 11, 1967, through April 2, 1968.

We found that the payroll functions were generally performed in a satisfactory manner. Certain minor deficiencies noted during our audit were discussed with you and members of your staff who indicated the corrective action taken or planned.

The payroll and leave records through January 11, 1969, may be transmitted to the Federal Records Center for storage in accordance with your approved records retention and disposal program.

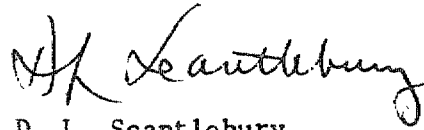
We wish to acknowledge the courtesies and cooperation extended to our representatives during the audit.

Copies of this report are being sent to the Director, Internal Audit Service, Office of Management and Evaluation; the Chief Medical

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Director, Department of Medicine and Surgery; and the Controller,
Veterans Administration.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "D. L. Scantlebury". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

D. L. Scantlebury
Regional Manager

Dr. T. J. Ready, Director
Veterans Administration Hospital
50 Irving Street, NW.
Washington, D.C. 20422